

Decision Maker: GENERAL PURPOSES AND LICENSING COMMITTEE

Date: 26th September 2018

Decision Type: Non-Urgent Non-Executive Non-Key

Title: WORK PROGRAMME

Contact Officer: Graham Walton, Democratic Services Manager
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Chief Officer: Mark Bowen, Director of Corporate Services

Ward: N/A

1. Reason for report

1.1 This report summarises the Committee's role and sets out the Committee's proposed dates and work programme for the 2018/19 Council year.

2. **RECOMMENDATION**

Members are requested to consider their work programme, and in particular to consider whether the meeting on 27th November can be cancelled.

Impact on Vulnerable Adults and Children

1. Summary of Impact: Not Applicable
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Corporate Policy

1. Policy Status: Not Applicable:
 2. BBB Priority: Excellent Council:
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Financial

1. Cost of proposal: No Cost:
 2. Ongoing costs: Not Applicable:
 3. Budget head/performance centre: Democratic Services
 4. Total current budget for this head: £350,650
 5. Source of funding: 2018/19 revenue budget
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Personnel

1. Number of staff (current and additional): 8 (6.79fte)
 2. If from existing staff resources, number of staff hours: Not applicable
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Legal

1. Legal Requirement: Statutory Requirement: The Committee is responsible for non-executive functions as required by the Local Government Act 2000.
 2. Call-in: Not Applicable: This report does not involve an executive decision.
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Procurement

1. Summary of Procurement Implications: Not applicable
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Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Not applicable
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Ward Councillor Views

1. Have Ward Councillors been asked for comments? No
2. Summary of Ward Councillors comments: Not applicable

3. COMMENTARY

- 3.1 Bromley Council operates under a “Leader and Executive” constitutional model, with most decision making functions resting with the Executive. However, there are a number of functions which the Executive is prohibited from dealing with, for which Committees need to be appointed. In Bromley, the majority of these “non-executive” functions are the responsibility of Development Control Committee for town planning and related functions, and this Committee for most other non-executive functions, including licensing.
- 3.2 General Purposes and Licensing Committee fulfils the role of Licensing Committee under the 2003 Licensing Act, but also deals with a range of other non-executive functions that cannot be dealt with by the Executive or do not fall within the terms of reference of Development Control Committee. It therefore has a range of varied and sometimes unrelated responsibilities, including finance matters relating to audit and pensions, human resources, complaints, elections and Member appointments.
- 3.3 Unlike PDS Committees, the General Purposes and Licensing Committee has decision-making powers, many of which are delegated to a number of sub-committees. These sub-committees also have decision-making powers within their own terms of reference, and in most cases their minutes are reported up to the parent committee for information. At the meeting on 25th July 2018 the Chairman suggested that the Committee might like to receive a brief oral update from each of the main Sub-Committee Chairmen - one briefing at each meeting. She promised to consult Members on this proposal.
- 3.4 The Committee has six scheduled meetings in the year, including this one. The meetings for the 2018/19 Council year are set out in appendix 1, with the reports anticipated at each meeting. At present, there are no substantial reports programmed for the meeting on 27th November 2018; if this situation does not change it is recommended that this meeting be cancelled.
- 3.5 At the meeting on 25th July the Committee also considered the appointment of the Constitution Improvement Working Group. In recent years the Working Group had been established under the Leader’s powers as an executive working group.

Non-Applicable Sections:	Impact on vulnerable adults and children/Policy/Financial/Personnel/Legal/Procurement
Background Documents: (Access via Contact Officer)	None

General Purposes and Licensing Committee

Work Programme 2018/19

29th May 2018

Appointments to Outside Bodies
Work Programme

25th July 2018

Audit of Financial Statements 2017/18
New Animal Welfare Regulations
Draft Statement of Gambling Licensing Policy
Local Pension Board Appointment of Board Member
Work Programme
(+ *training session on Licensing*)

26th September 2018

Update from Local Elections 2018
Update from the Members Induction Programme
Members Allowances Review
Gambling Licensing Policy
Animal Welfare Regulations
Work Programme
(+ *training session on HR appeals*)

27th November 2018 (Meeting to be cancelled if there is insufficient business)

Local Government Pension Regulations - Discretions Policy
Work Programme

12th February 2019

Pay Award 2018
Programme of Meetings 2019/20
Pay Policy Statement 2019/20
Members Allowances 2019/20
Executive Assistants Reports 2018/19
Work Programme

19th March 2019

Work Programme